

**GOVERNMENT OF ANDHRA PRADESH**

**ABSTRACT**

Services Welfare – Service Associations – Telangana Non-Gazetted Officers' Central Union – Amendments to the Bye-laws / Constitution of the Union – Approved – Orders – Issued.

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**GENERAL ADMINISTRATION (S.W.I) DEPARTMENT**

G.O.Ms.NO. 44

DATED: 31-1-2009

Read the following:-

1. G.O.Ms.No.264, G.A. (S.W.I) Deptt., dt.22-6-2001.
2. Representation dt.13-8-2008 received from the President / General Secretary, TNGOs Central Union.
3. Letter No.34653/S.W.I-A2/2008-2, dt.21-11-2008.
4. Letter dt.22-11-2008 received from the General Secretary, TNGOs Central Union.

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**ORDER:**

The President / General Secretary, Telangana Non-Gazetted Officers' Central Union, in their representation 2<sup>nd</sup> read above, have stated that in the State Standing Council Meeting held on 21-7-2008 at Prakasam Hall, Gandhi Bhavan, Hyderabad, State Standing Council Members have expressed their opinion on certain amendments to the Constitution is essential to meet the present needs. Accordingly, the General Secretary has proposed certain amendments before State Council Meeting by considering the decisions taken in the State Executive Meeting on 21-7-2008. Consequent on discussions the Standing Council has unanimously resolved to amend the constitution which is placed before council. They have furnished the proposed amendments to the Govt., for favour of information and necessary action.

2. The Government after careful examination of the matter, hereby approve amendments to the Bye-laws /Constitution of the Telangana Non-Gazetted Officers' Central Union which are annexed to this order under Rule 3(2)(g) of the AP Civil Services (Recognition of Service Associations) Rules, 2001, issued in the G.O. 1<sup>st</sup> read above.

3. The President / General Secretary, TNGOs Central Union shall take necessary action and furnish updated copies of the Bye-laws duly incorporating the approved amendments to the Government.

4. This order is also available on Internet and can be accessed at [www.ap.gov.in/goir](http://www.ap.gov.in/goir).

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

S. BALASUBRAMANYAM,  
SECRETARY TO GOVERNMENT (SER. & HRM)

To

The President / General Secretary, TNGOs Central Union, TNGOs Bhavan, Nampally, Hyderabad.

Copy to:

P.S. to Principal Secretary to C.M

P.S. to Chief Secretary to Govt.,

P.S. to Secretary to Govt.

SF / SC

// FORWARDED :: BY ORDER //

SECTION OFFICER

**ANNEXURE TO THE G.O.Ms.NO. 44, G.A. (S.W.I) DEPARTMENT, DT.**

**-1-2009**

<b>ARTICLE</b>	<b>EXISTING</b>	<b>AMENDEDMENT APPROVED</b>
Article-03	<b>Member</b> means all the State Government Employees in Non-Gazetted Cadre by virtue of their appointment in Telangana Region on Local cadre basis, after the promulgation of Presidential order and on the basis of Mulki Rules prior to that and all those who are appointed in the Secretariat and Directorate by virtue of their birth in Telangana region, are deemed to be members of TNGO's Union and are eligible to enroll as full-fledged members of the Union.	<b>ii. Member</b> means all the State Government & Local body Employees in Non-Gazetted cadres by virtue of their appointment in Telangana Region on Local cadre basis, after the promulgation of Presidential order and on the basis of Mulki Rules prior to that and all those who are appointed in the Secretariat and Directorate by virtue of their birth in Telangana region, are deemed to be the members of TNGO's Union.
Article-03	<p><b>Full-fledged Member</b> means the member who has enrolled by paying the required union subscription / membership fee.</p> <p><b>Subscription</b> means the annual subscription of Rs 24 which every member shall have to pay towards full-fledged membership of the union, on 1<sup>st</sup> January of every year.</p>	<p><b>iv. Full Fledged Member:</b> Means the member who has enrolled by paying the required Union Subscription / Membership fee as prescribed.</p> <p><b>v. Subscription:</b> Means the annual subscription of Rs.60/- which every member shall have to pay towards full – fledged membership of the union on 1<sup>st</sup> January of every year.</p>
Article-06	Nil	<p>VICE PRESIDENT (W)</p> <p>SECRETARY (W)</p>
Article-06	<p><b>Branch Executive:</b> comprises the elected, nominated office bearers of the Branch union and respective President/Secretary of the Units / Special Units / Directorate Unit / Department Unit.</p> <p><b>City Branch:</b> Shall have units for each Directorate and state level offices for all Departments except for Police Executive.</p> <p><b>Hyderabad Special Unit:</b> Nil</p> <p><b>Secretariat Branch:</b> All Telangana NGO's of Secretariat Constitute the Secretariat Branch each Dept. of the Secretariat shall have one unit.</p>	<p><b>BRANCH EXECUTIVE</b> comprises the elected, nominated office bearers of the Branch Union and respective President / Secretary of the Units / Special Units / HOD Unit / Urban / City unit.</p> <p><b>CITY BRANCH</b> shall have unit for each HOD, excluding state level offices located in Hyderabad City as HQ without having any regional or sub offices elsewhere in the state, except for Police Executive.</p> <p><b>HYDERABAD SPL. UNIT:</b> State level offices located in Hyderabad city as HQ without having any regional or sub offices elsewhere in state.</p> <p align="center">----</p>
Article-07	<b>Dist. Branches:</b> The territorial jurisdiction of the Dist Branches shall be the territorial jurisdiction of the respective districts with its office located at the District Headquarters.	<b>DIST. BRANCHES :</b> The territorial jurisdiction of the Dist Branches shall be the territorial jurisdiction of the respective district with its office located at the District Headquarters

	<p><b>City Branch:</b> The territorial jurisdiction of the city branch shall be territorial jurisdiction of Hyderabad and Secunderabad twin cities with its office at Hyderabad and membership confined to the employees who are drawing pay and allowances through the pay and Accounts Office, Hyderabad.</p>	<p>and regional offices/state level offices located in respective district.</p> <p><b>CITY BRANCH:</b> The territorial jurisdiction of the city branch shall be territorial jurisdiction of Hyderabad and Secunderabad twin cities with its HOD's at Hyderabad and membership confined to the employees of the HOD's notified by the G.AD (Services Govt. of AP)</p>
Article-07	<p><b>Special Unit:</b> The territorial jurisdiction and location of office of the special unit shall be as notified by the concerned branch executive and approved by the state union.</p> <p><b>Directorate Unit:</b> The territorial jurisdiction of the directorate unit under City Branch, shall be confined to the concerned directorate with its office located within the premises of directorate.</p>	<p><b>SPECIAL UNIT :</b> i) The territorial jurisdiction and location of office of the special unit shall be as notified by the concerned branch executive and approved by the state union.</p> <p>ii) The state level offices located in Hyderabad as HQ without having any Regional or sub offices will constitute as a special unit under Dist. Branch Hyderabad.</p> <p>HOD Unit: The territorial jurisdiction of the HOD unit under City Branch, shall be confined to the concerned HOD with its office located within the premises of HOD.</p>
Article-08	<p><b>ELIGIBILITY OF MEMBERSHIP</b></p> <p>All the State Government Employees working in Non-Gazetted cadre by virtue of their appointment in Telangana Region Local cadre basis, after promulgation of Presidential order and on the basis of Mulki Rules prior to that and all those who are appointed in secretariat and Directorates by virtue of their birth in Telangana region, area eligible to enroll as full fledged members of TNGOs' Union by paying the prescribed annual subscription. The Employees working in defence, Police Executive Cadres, and the Employees of other depts., having the similar duties, discipline and functions are how ever barred to become the members of this union. The office bearers of other recognized service organization and members of trade union are also barred to become members of the union.</p> <p>The employees who are retired on attaining the age of superannuation</p>	<p><b>ELIGIBILITY OF MEMBERSHIP</b></p> <p>All the State Government Employees including local bodies working in Non-Gazetted cadre by virtue of their appointment Telangana Region on local cadre basis and on the basis of Mulki Rules prior to that and all those who are appointed in secretariat and HOD's by virtue of their birth in Telangana Region, are eligible to enroll as full fledged members of TNGO's union at the respective unit / special unit by paying the prescribed annual subscription. The employees working in Defence, Police Executive Cadres, and the Employees of other depts, having the similar duties, discipline and function are however barred to become the members of this union. The office bearers of other recognized service organization and members of trade union are also barred to become members of the union.</p> <p>However a member who has been dismissed or removed from</p>

	are not eligible to enroll or continue as full-fledged members of the union.	<p>service owing to union activities remain as member of the union until other wise ineligible.</p> <p>The employees who are retired on attaining the age of superannuation and dismissed or removed from Govt. Service are not eligible to enroll or to continue as full fledged members of the union.</p>
Article-09	<p><b>SUBSCRIPTION &amp; MEMBER FEE</b></p> <p>A. Every member of the union shall voluntarily pay an amount of Rs. 24/- per annum as member ship fee towards full-fledged membership of the union on every 1<sup>st</sup> January at the office of the concerned unit and shall obtain receipt, duly signed by the elected office bearer or in charge of the unit.</p> <p>H. Amount of subscription shall be appropriated as under.</p> <p>i. Rs. 8/- per each full-fledged member shall be remitted to the central union as its share.</p> <p>ii. Rs. 8/- per each full-fledged member shall be remitted to the concerned branch union as its share.</p> <p>iii. Balance Rs. 8/- per each full-fledged member shall be retained with the unit to meet its financial needs.</p>	<p><b>SUBSCRIPTION &amp; MEMBER FEE</b></p> <p>A. Every member of the union shall voluntarily pay an amount of Rs. 60/- per annum as membership fee towards full-fledged membership of the union on every 1<sup>st</sup> January at the office of the concerned unit and shall obtain receipt, duly signed by the elected office bearer or in charge of the unit.</p> <p>H. Amount of subscription shall be appropriated as under:</p> <p>i. Rs. 20/- per each full-fledged member shall be remitted to the central union as its share.</p> <p>ii. Rs. 20/- per each full-fledged member shall be remitted to the concerned branch union as its share.</p> <p>iii. Balance Rs. 20/- per each full-fledged member shall be retained with the unit to meet its financial needs.</p>
Article-10	V. Can contest the elections to any post of unit, branch and central union if has not been expelled from membership, under the provisions of Article 11 (A). However the member will be eligible to contest the elections of unit / branch / central union though his membership was ceased under the provisions of Article 11 (D), provided he has been readmitted under the provisions of Article 12 (I).	V. A full fledged member can contest the elections to any post of unit, if he / her not been expelled from membership, under the provisions of Article 11(A). However the member will be eligible to contest the elections of unit though his membership was ceased under the provisions of Article 11 (D), provided he has been readmitted under the provision of Article 12(I). Subject to satisfaction of condition laid down in election rules.
Article -11	B. A written statement, pamphlet, leaflet, broacher, acknowledged public speech, proved misappropriation of union funds accounting to the above reasons shall be basis for expulsion of a	B. A written statement, pamphlet, leaflet, broacher, acknowledged public speech, damaging union prestige, proved misappropriation of union funds accounting to

	member.  F. Nil	the above reasons shall be basis for expulsion of a member.  F. Provided further that if the member has been dismissed or removed from service owing to union activities his membership will remain intact.
Article-13	xvii. Can directly expel a full fledged member OR office bearer of the unit / branch under extraordinary conditions and shall assign specific reasons for such action. In such a case appeal over the decision shall be made to the Standing Council only.	xv) Can directly expel a full fledged member OR office bearer of the unit / branch under extraordinary conditions and shall assign specific reasons for such action. And on appeal over such decision shall be made to the Standing Council.
Article -14	Central Union President: Rs. 5,000/- Branch Union President: Rs. 3,000/- Unit President : Rs. 500/-	Central Union President : Rs. 20,000/- Branch Union President : Rs. 10,000/- Unit President : Rs. 2,000/-
Article-14	Central Union President: Rs. 5,000/- Branch Union President: Rs. 3,000/- Unit President : Rs. 500/-	General Secretary : Rs. 10,000/- Branch Union Secretary : Rs. 5,000/- Unit Secretary : Rs. 1,000/-
Article-21	The property can be totally / partly leased for not more than a period of (11) months, to any others, to conduct any activity permissible under the law, at the monthly rent and or such terms and conditions as fixed by the concerned executive and place before the State Executive for Ratification.	4) The property of the union at unit / branch level can be leased for not more than a period of (11) months, to any others, to conduct any activity permissible under the law, at the monthly rent and on such terms and conditions as fixed by the concerned executive and all such lease agreements shall invariably be approved by the Central Secretariat.
Rule-11 Elections Rules	<p><b>UNIT ELECTIONS :</b> All full-fledged members of the unit provided they are working with in the jurisdiction of unit / Spl. Unit in a substantive or officiating post. A member enrolled in Spl. Unit cannot be a member in the other unit.</p> <p><b>BRANCH ELECTIONS :</b> All full-fledged members of any unit under the concerned branch provided they are working within the jurisdiction of Branch / Spl. Branch in a substantive or Officiating post.</p> <p><b>CENTRAL UNION :</b> All full-fledged members of any unit provided they are working with in the jurisdiction of the union in a substantive or officiating post. Provided further that,</p>	<p><b>A. Unit Elections (Taluk /HOD / Special Unit)</b></p> <p>Any full fledged member who has been continuously on the rolls of membership at any unit of the union for preceding (3) years is eligible to contest for the office bearer post of Taluka Unit / HOD / Special unit.</p> <p><b>B. Branch Election / District Branch / Special Branch</b></p> <p>i) Any full fledged member within the jurisdiction of District Branch / Special Branch, who has been elected once/ nominated as president / secretary of the Taluka unit / special unit and who worked as any office bearer of Dist branch or Central Union is eligible to contest for the post of President / Secretary in the District Branch.</p>

	<p>i. The candidate has not been expelled from membership, under the provisions of Article 11 of the constitution, as on the date of filling nomination.</p> <p>ii. The candidate has submitted resignation to the post if any holding in any other recognized service organization or departmental forum before filling the nomination.</p> <p>iii. The Contesting Candidate should have paid annual subscription to the union for previous three consecutive years.</p>	<p>ii) For other than the President / Secretary the member who has worked as office bearer in Central union, Dist, branch / Taluka unit / Special unit and President and secretary of department forum recognized by TNGO's central union is Eligible to contest.</p> <p><b>C. City Branch</b></p> <p>i) A full fledged member within the jurisdiction of city branch, who has been elected once / nominated as President / Secretary of the HOD unit or any office bearer of city branch or Central Union is eligible to contest for the post of president / secretary city branch.</p> <p>ii) for any other office bearer post other than president / secretary any full fledged member within the jurisdiction of city branch, who worked at least one term as any office bearer of HOD unit / Departmental forum is eligible to contest.</p> <p><b>D. Central Union</b></p> <p>i) A full fledged member within the jurisdiction of the union who has been elected once/ nominated as president / Gen . Secretary of the Central union or President / Secretary of Dist. Branch / Special Branch S &amp; LR is eligible to contest for the post of President / Gen. Secretary of Central Union.</p> <p>ii) For the post of any office bearer other than President / Gen. Secretary of Central Union a member who worked as any office bearer for at least one term at Central Union or at any District Branch city branch S &amp; LR Branch or President / Secretary of department forum / is eligible to contest.</p>
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### EXISTING

#### Article 15: MEETING-SITTINGS, QUORUM, NOTICE PERIOD

Union Structure	Nature of Meeting	No. of Sittings in one Calendar year		Quorum for meetings	Notice Period
		Min.	Max.		
Standing Council	Regular / usual Extraordinary Requisition	One	One One	$\frac{3}{4}$ of strength $\frac{1}{4}$ of strength $\frac{1}{2}$ of strength	30 days 15 days 30 days
Central Executive	/ usual Requisition	Four	Three One	$\frac{3}{4}$ of strength $\frac{1}{4}$ of strength $\frac{1}{2}$ of strength	7 days 3 days 7 days
Branch Council	Regular / usual Extraordinary Requisition	One	One One	$\frac{3}{4}$ of strength $\frac{1}{4}$ of strength $\frac{1}{2}$ of strength	30 days 15 days 30 days
Branch Executive	Regular / usual Extraordinary Requisition	Four	Three One	$\frac{3}{4}$ of strength $\frac{1}{4}$ of strength $\frac{1}{2}$ of strength	7 days 3 days 7 days
General Body	Regular / usual Extraordinary Requisition	One	One One	$\frac{1}{2}$ of strength $\frac{3}{4}$ of strength $\frac{1}{2}$ of strength	15 days 7 days 15 days
Unit Executive	Regular / usual Extraordinary Requisition	Four	Three One	$\frac{3}{4}$ of strength $\frac{1}{4}$ of strength $\frac{1}{2}$ of strength	7 days 3 days 7 days

In respect of adjourned meetings of General Body Standing Council or Executive Committee adjourned for want of quorum-No quorum is necessary for reconvening.

### AMENDED

#### Article 15: MEETING-SITTINGS, QUORUM, NOTICE PERIOD

Union Structure	Nature of Meeting	No. of Sittings in one Calendar year		Quorum for meetings	Notice Period
		Min.	Max.		
Standing Council	Regular / usual Extraordinary Requisition	One	One One	$\frac{1}{2}$ of strength $\frac{1}{4}$ of strength $\frac{1}{3}$ of strength	30 days 15 days 30 days
Central Executive	Regular / usual Extraordinary Requisition	Four	Three One	$\frac{1}{2}$ of strength $\frac{1}{4}$ of strength $\frac{1}{3}$ of strength	7 days 3 days 7 days
Branch Council	Regular / usual Extraordinary Requisition	One	One One	$\frac{1}{2}$ of strength $\frac{1}{4}$ of strength $\frac{1}{3}$ of strength	30 days 15 days 30 days
Branch Executive	Regular / usual Extraordinary Requisition	Four	Three One	$\frac{1}{2}$ of strength $\frac{1}{4}$ of strength $\frac{1}{3}$ of strength	7 days 3 days 7 days
General Body	Regular / usual Extraordinary Requisition	One	One One	$\frac{1}{2}$ of strength $\frac{3}{4}$ of strength $\frac{1}{3}$ of strength	15 days 7 days 15 days
Unit Executive	Regular / usual Extraordinary Requisition	Four	Three One	$\frac{1}{2}$ of strength $\frac{1}{4}$ of strength $\frac{1}{3}$ of strength	7 days 3 days 7 days

In respect of adjourned meetings of General Body Standing Council or Executive Committee adjourned for want of quorum-No quorum is necessary for reconvening.

**EXISTING  
ANNEXURE – II**

<b>Sl. No</b>	<b>Category of the Member</b>	<b>Authority competent to expel</b>	<b>Appellate Authority</b>	<b>Revision Authority</b>
1	Primary / Member	Executive of the Concerned Unit	General body of the unit	Branch Executive
2	Unit office bearer	1.Unit Executive 2.General body of concerned unit.	Branch Executive	Branch Council
3	Branch Office bearer	1.Branch Executive 2.Branch Council	Branch Council	Central Executive
4	Central Office Bearer	1.Central Executive 2.Standing Council	Central Executive or Standing Council as the case may be	Standing Council

**AMENDED  
ANNEXURE – II**

<b>Sl. No</b>	<b>Category of the Member</b>	<b>Authority competent to expel</b>	<b>Appellate Authority</b>	<b>Revision Authority</b>
1	Primary / Member	Executive of the Concerned Unit	General body of the unit	Branch
2	Unit office bearer	Unit Executive	Branch Executive	Branch Council
3	Branch Office bearer	Branch Executive	Branch Council	Central Secretariat
4	Central Office Bearer	Central Secretariat	Central Executive	Standing Council

S. BALASUBRAMANYAM,  
SECRETARY TO GOVERNMENT (SER.&HRM)